

Municipal Facilities Committee

Minutes of 07/02/2019 Meeting
Submitted by Steve Hinton

Attendees: Jerry Lerman, Kate Reid, John Lavery, Steve Hinton, Steve Bastek (FM), Rob Fortado (School FM),
Also present: Cynthia Sorn (Mosquito)

The meeting began at approximately 8:05 AM.

The minutes for 5/28, 6/4, 6/11, 6/18, and 6/25 (public) were unanimously approved as amended.

Jerry informed the group that the Fire Chief had an unexpected conflict today and would appear at next week's meeting. In response to the Chief's desire to have volunteers perform some construction and maintenance tasks/project, Kate reported she had spoken with Town Council and determined that `strong` fire chiefs have responsibility for both equipment and facilities. Steve remarked that MFC should separate considerations of labor (who performs the work) from specifications (who decides the scope of work) and appropriateness (when work should be undertaken). John questioned if prevailing wage law would apply if volunteers were utilized. Rob comments that volunteers would be treated the same as employees which are not subject to the prevailing wage requirement.

The group then took-up the topic of Police Station construction supervision. Jerry reported additional resumes had been received. After some discussions, it was generally agreed to interview the one candidate with a construction supervisor's license. Jerry agreed to coordinate and post a special meeting so as to move the selection process forward.

SteveB weekly report of activities:

- 1) The Town Hall RTU air conditioning system board was reprogramed and environment conditions are back to normal in Town Hall.
- 2) In the process of troubleshooting the Town Hall RTU, it was discovered that the motor-actuator for the economizer was dead. SteveB is searching for a replacement motor. He and Bill R may attempt the repair if the part can be sourced locally.
- 3) Card access system installation for the fire station is up and running. The Fire Chief is in the process of issuing cards to volunteers. The question arose as to who else should have `access` cards. It was MFC's view that TimG, SteveB, .and Al Foot should have cards too.
- 4) The Fire Station roof repairs remain an open issue. SteveB is waiting to obtain access due to the Fire Chief's hectic schedule. The roof's age has been confirmed to be 15 years.
- 5) CO/NO2 sensor at the DPW is now completely operational. There has been one alarm condition since operations began. SteveB is working to obtain quotes for a building-wide ventilation system. Positive ventilation of the DPW building remains an open issue.
- 6) Based on SteveB's review and discussion with potential vendors, it is expected that most of the plywood on the DPW roof is OK and can be reused/patched. The plan is to pull-off the rubber roofing, inspect/repair plywood as necessary, and then apply the new roofing. Any new roof vents stacks should be installed prior to the repairs. SteveB thinks quotes will be delivered within a few weeks.
- 7) Emergency Bleed Kits have been installed at the Library, Police Station, and Town Hall. SteveB to determine if an additional kit can be obtained for the DPW.
- 8) Quotes for the library chiller and RTU replacements are in progress.

- 9) Given the recent lighting strikes around town, the need for lighting protection for all town buildings was discussed. SteveB to inventory town buildings and obtain quotes for retrofitting those building with deficiencies.
- 10) Fire station retaining wall repairs need to be scheduled. One written quotation has been received and a second verbal quote has been obtained. This project is awaiting a discussion with the Fire Chief on the use of volunteers on FD construction projects.
- 11) School elevator is on-order. Insurance has agreed to pay for environment remediation but not the equipment replacement. Insurance will handle water sampling and filing paperwork with the State.

Kate and SteveH agreed to contact potential new committee members.

Next meeting will be 8 AM on 7/9/19; Jerry to post. The TBA update and Fire Chief discussion will be the main focus for that meeting.